



Executive Department

155 COTTAGE STREET NE., SALEM, OREGON 97310

December 4, 1986

Honorable Dale C. Johnston
Mayor of Elgin
P.O. Box 128
Elgin, OR 97827

RE: Monitoring of Oregon Community Development Grant #T86022

Dear Mayor Johnston:

Oregon Community Development (OCD) Program regulations require that your Community Development grant be monitored to review compliance with federal and state requirements and to offer assistance if necessary. On November 5, 1986, Rick Craiger, our project coordinator for your area, met with Betty Hulse to discuss your grant.

The administration of your technical assistance grant is in compliance with all of the necessary requirements. However, there is a previously unresolved monitoring finding from the 1985 technical assistance grant concerning additional documentation required for the slums and blight national objective. Repeated efforts to resolve that finding have not been successful, therefore, no further funds will be released from your 1986 grant until this additional information has been received and approved. The engineering work completed has identified several system deficiencies and correction alternatives are being prepared for city consideration.

If you have any questions regarding grant administration or the material in the attached monitoring report, please contact Rick Craiger at 378-3732, ext. 22.

Sincerely,

INTERGOVERNMENTAL RELATIONS DIVISION

Yvonne Addington, Manager
Community Development Program

YA:rc:n1:0454t



STATE OF OREGON

INTEROFFICE MEMO

TO: Yvonne Addington, Program Manager
Community Development Program

FROM: Rick Craiger, Project Coordinator
Community Development Program

SUBJECT: Monitoring Report for Elgin Technical Assistance Grant

DATE: December 2, 1986

I. Project Summary

- a. Elgin Grant #T86022
- b. Awarded 2/18/86, closes 2/18/88
- c. Grant amount \$10,000

II. Progress on Activities

<u>Proposed Accomplishments</u>	<u>Budget</u>	<u>Results to Date</u>	<u>\$ Spent to Date</u>
Engineering Study of sewer plant capacity problem resulting in overflow of untreated waste.	\$9,000	Study 40% complete	\$2,580
Administration	<u>\$1,000</u>	Ongoing	<u>\$183</u>
Total	\$10,000		\$2,763

The engineering firm has been selected. They have identified several infiltration problems which result in high flows during the spring when, due to often frozen conditions remaining at the plant, the capacity is exceeded and an overflow occurs.

III. National Objective

This project was submitted to address and correct a situation which would resolve slums and blight. The documented sewer treatment plant capacity problems, if not corrected, would further add to a slum and blighted condition due to a depreciation of property values and no potential for new construction. Additional information is needed however, to prove that slums and blight do currently exist within the project area as defined.

IV. Grant Management

The grant is being administered by the city recorder, Betty Hulse. The records are well maintained and all of the applicable requirements for administering a technical assistance grant have been followed.

V. Financial Management

The record for expenses is easily kept as there are only OCD funds involved and only one consultant. The invoices, check dates and receipt of funds dates indicate that funds are only being requested and spent as costs are incurred.

The City does have an adopted procurement policy. The engineering firm selected to do the study was selected openly and competitively.

VI. Housing Rehabilitation

N/A

VII. Economic Development

N/A

VIII. Public Works

N/A

IX. Environmental Regulations

The project is exempt from an environmental review. A finding of exemption was made April 4, 1986.

X. Labor Standards

N/A

XI. Civil Rights Requirements

The City has an equal employment opportunity resolution adopted June 16, 1986. A hiring notice for a police officer was reviewed for compliance with EEO requirements and found to be in compliance. A Fair Housing resolution has been adopted by the City, No. 86-8.

XII. Program Beneficiaries

This study affects the entire city of Elgin. All of the residents would ultimately be affected if the plant capacity problem is not resolved and future growth is restricted.

XIII. Conclusion

The grant is being administered in accord with good record keeping and financial management practices. The City has an unresolved monitoring finding from it's 1985 technical assistance grant. It has not provided adequate documentation that it meets the slums and blight national objective for that grant. It is recommended that no further funds from this grant be made until this previous finding is resolved.